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UNITED STATES DEPARTMENT OF AGRICULTURE  
Food Distribution Administration  
Washington, D. C.

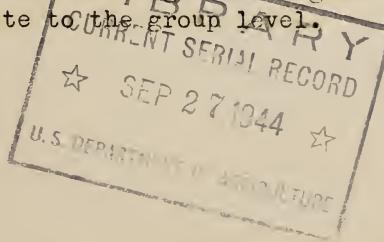
April 10, 1943

COTTON AND FIBER BRANCH MEMORANDUM NO. 3

Sampling for Cotton Improvement Groups

In a memorandum dated February 20, 1943, I asked for recommendations with regard to safeguarding the sampling of cotton for free classing for Smith-Doxey groups. It is believed that the following instructions which I am issuing reflect majority opinions and recommendations:

- (1) Cut samples taken from bales at warehouses or gins, and pressbox samples representing both sides of the bale will be acceptable for Form 1 classing. Pressbox sampling should be discouraged as much as possible and where permitted should be watched closely to see that samples are taken from both sides of the bale and as nearly as possible from that portion of the bale from which cut samples may be drawn later.
- (2) Should a sampling agency violate the principles of representative sampling and identification of samples as set forth in the regulations, the free classing services should be suspended immediately as to that agency, and the representative of the group as well as the president of the group advised as to the nature of the violation; and immediate steps should be taken to correct the cause of violation. If not corrected at once, services for such sampling agencies shall be terminated by order of the Chief, Cotton and Fiber Division, and supplies taken up. If possible, these matters should be taken up with the group personally but action taken shall be confirmed in writing to the President and sampling agency of the group. The confirmation should specifically state wherein the group violated the regulations and the action taken.
- (3) Fieldmen shall give close attention to sampling procedures and instruct and supervise sampling agencies at every opportunity.
- (4) Regional offices shall see that the Extension Service and others interested in cotton improvement work at the State level are fully advised of the dangers to improvement work of irresponsible sampling. At the county level, county agents should be made cognizant of the dangers. Fieldmen should impress upon group members the necessity of good sampling and point out that in the end farmers will be the victims of poor sampling. Sampling problems should have a prominent place in all meetings relating to Smith-Doxey organization from the State to the group level.



WAR FOOD ADMINISTRATION  
OFFICE OF DISTRIBUTION  
WASHINGTON 25, D. C.

AUGUST 14, 1944

To: AREA MANAGERS  
From: C. H. ROBINSON, CHIEF, COTTON AND FIBER BRANCH  
Subject: SAMPLING FOR SMITH-DODEXY CLASSING

ONE OF THE CHIEF BENEFITS TO BE DERIVED FROM THE SMITH-DODEXY CLASSING SERVICE IS THE DETERMINATION OF THE QUALITY OF COTTON AS A BASIS FOR MARKETING THE BALE. AS QUALITY IMPROVEMENT PROGRESSES THIS BECOMES OF MORE AND MORE IMPORTANCE. IN ORDER FOR PRODUCERS TO SELL ON THE BASIS OF FORM 1, THE BUYER MUST HAVE CONFIDENCE IN THE INTEGRITY OF THE SAMPLE USED IN DETERMINING QUALITY. FEW BUYERS HAVE ANY CONFIDENCE IN THE INTEGRITY OF PRESS BOX SAMPLES. WITHOUT SUCH CONFIDENCE, THE CLASSIFICATION BASED ON PRESS BOX SAMPLES IS LARGELY NULLIFIED WHEN THE PRODUCER FINDS THAT IT IS NOT ACCEPTABLE AS A BASIS FOR BUYING.

IN VIEW OF THE PRECEDING CONSIDERATIONS AND THE PROBABILITY THAT THE ENTIRE SMITH-DODEXY SERVICES MAY BE DISCREDITED AND POSSIBLY ELIMINATED DUE TO PRESS BOX AND IRRESPONSIBLE SAMPLING, I WANT TO REITERATE AND EMPHASIZE ALL THE INSTRUCTIONS IN COTTON AND FIBER BRANCH MEMORANDUM NO. 3, PARTICULARLY THOSE RELATING TO PRESS BOX SAMPLING.

LAST YEAR WHEN MEMORANDUM NO. 3 WAS ISSUED IT WAS HOPED THAT BY CONSTANTLY STRESSING THE DANGERS OF IRRESPONSIBLE SAMPLING AND BY PERSUASION WE WOULD BE ABLE TO ELIMINATE PRESS BOX SAMPLING. ALTHOUGH A GOOD JOB WAS DONE IN MOST INSTANCES, IN AT LEAST SOME INSTANCES RESULTS WOULD INDICATE THAT LITTLE EFFORT WAS MADE TO CARRY OUT INSTRUCTIONS. IT IS TOO LATE NOW TO DO THE WORK THAT MAY HAVE BEEN LEFT UNDONE DURING THE PERIOD OF GROUP ORGANIZATION, BUT IT IS NOT TOO LATE TO SEE THAT THE BEST SAMPLING POSSIBLE IS DONE THIS SEASON, WHETHER IT BE PRESS BOX OR CUT SAMPLING, AND TO LAY PLANS FOR NEXT SEASON.

IN GENERAL, AN UNUSUALLY OUTSTANDING JOB HAS BEEN DONE BY OUR FIELDMEN AND OTHERS IN SMITH-DODEXY WORK AND I AM COUNTING ON THEM TO HELP ELIMINATE THIS ONE SERIOUS WEAKNESS WHICH THREATENS THE WHOLE SERVICE. TO THIS END, PLEASE REQUEST ALL FIELDMEN AND OFFICERS IN CHARGE OF LOCAL OFFICES TO READ AND APPLY THE INSTRUCTIONS IN COTTON AND FIBER BRANCH MEMORANDUM NO. 3. ESPECIALLY EMPHASIZE THE SECOND SENTENCE IN ITEM (1) AND ALL OF ITEMS (3) AND (4). THIS DOES NOT MEAN THAT ITEM (2) IS TO BE OVERLOOKED, BUT IT IS BELIEVED THAT SPECIAL EMPHASIS ON THE OTHER ITEMS WILL LARGELY ELIMINATE THE NECESSITY FOR SUSPENSIONS OR TERMINATIONS UNDER ITEM (2).

IN ADDITION TO THE CARRYING OUT OF INSTRUCTIONS C.F.B. #3, YOU ARE REQUESTED TO DETERMINE THE METHOD OF SAMPLING AT EACH GIN FOR THIS SEASON AND TO REPORT THE RESULTS TO ME. ALSO INSTRUCT EACH FIELDMAN TO INSPECT THE SAMPLING AT EACH GIN VISITED WITHOUT BEING OBSERVED BY THE SAMPLER, IF POSSIBLE. IF SAMPLING IS BEING DONE INCORRECTLY, SHOW THE SAMPLER HIS MISTAKES AND INSIST IT BE DONE CORRECTLY THEREAFTER. AFTER EACH FIELD TRIP THE FIELDMAN SHOULD REPORT TO YOU THE RESULT OF HIS INSPECTIONS WITH PARTICULAR REFERENCE TO THE PROCEDURES, CORRECTNESS AND EFFEC-TIVENESS OF SAMPLING AT EACH GIN VISITED. (THE SUBJECT OF THIS PARAGRAPH WAS DISCUSSED IN SOME DETAIL AT OUR MEETING IN DALLAS.)

IN MY OPINION, GOVERNMENT CLASSING IS NEARING THE STAGE OF GENERAL ACCEPTANCE FOR COMMERCIAL TRANSACTIONS. THE INDUSTRY IS WATCHING ITS PROGRESS. SOME ARE HOPING IT WILL FAIL BUT MANY SEE IT IN AN OPPORTUNITY FOR FACILITATING MERCHANDISING AND REDUCING COSTS OF MARKETING. THE KIND OF CLASSING REPUTATION WE ARE NOW BUILDING AND WILL BUILD DURING THE NEXT FEW YEARS I BELIEVE WILL DETERMINE WHETHER GOVERNMENT CLASSING WILL BE WIDELY ACCEPTED OR WILL EVENTUALLY PASS OUT OF THE PICTURE. I HOPE EACH OF YOU WILL DO EVERYTHING POSSIBLE TO INCREASE THE CONFIDENCE OF THE PUBLIC IN OUR CLASSING WORK.